

City of Leon Valley
Community Events Committee
August 17, 2016

MINUTES

The meeting of the Community Events Committee convened on Wednesday at 6:34 p.m. in the Leon Valley Conference Room, 6400 El Verde Rd., Leon Valley, Texas 78238.

I. ROLL CALL

Present were Chairman Carlos Vera, Committee Secretary Darcy Vera, Bobbie Schaeff, Jackie Walton, Catherine Rodriguez, and Council Member Belinda Ealy. Staff Liaison Sylvia Irwin and Assistant City Manager Crystal Caldera were also in attendance. Absent members were Committee Members Ricardo Ruiz, Larry Schaeff and Evelyn Scarborough.

II. APPROVAL OF MINUTES

A motion to approve the minutes as written was made by Chairman Carlos Vera and Committee Member Catherine Rodriguez seconded the motion. The committee then moved to accept the meeting minutes as read.

III. CURRENT BUSINESS

Chairman Carlos Vera proceeded to open the meeting for discussion on Grandparents' Day. This event has an approved budget of \$700.00. Staff Liaison Sylvia Irwin gave Chairman Carlos Vera a copy of last year's expenses to start the discussion.

Committee Secretary Darcy Vera suggested a photo frame but Council Member Belinda Ealy stated we had given photo frames last year.

Staff Liaison Sylvia Irwin confirmed that flowers would be ordered again this year.

Committee Member Catherine Rodriguez suggested a flower vase with a tag or ribbon attached to it. Committee Secretary Darcy Vera recommended searching for a gift item on OrientalTrading.com or 4Imprint.com websites. Council Member Belinda Ealy asked that a vase purchase be glass and recyclable. Council Member Belinda Ealy also suggested we try, Hobby Lobby, and handwriting a message on each vase. Committee Members Darcy Vera and Jackie Walton were opposed to writing a message on approximately one hundred vases by hand and Committee Chairman Carlos Vera recommended a vote.

The vote was 5-1, voting against, handwriting a message on an item purchased for Grandparents' Day.

Chairman Carlos Vera then advised the committee to get back to Staff Liaison Sylvia Irwin with any ideas on what item will be purchased. Assistant City Manager Crystal Caldera reminded the Committee that this would be construed as a meeting that was not posted and in violation of the Open Meetings Act. This Committee will learn more about procedures in the mandatory Parliamentary Procedure and Open Meetings Training held on Saturday, August 27, 2016.

Chairman Carlos Vera then asked that Staff Liaison Sylvia Irwin search for a gift item and email her selection to the committee by Monday, August 22nd, 2016.

Assistant City Manager Crystal Caldera proceeded to go online to the 4Imprint.com website in search of a vase, but none were immediately selected during this meeting.

Council Member Belinda Ealy suggested we setup more tables replacing rows of chairs to make it more interactive with guests.

Chairman Carlos Vera recommended a vote to change our concert from a setup with rows of chairs, to an interactive event with tables while the Beethoven Band is performing their concert. The vote result was 5-1, voting against, changing the rows of chairs to tables to make the concert interactive.

Council Member Belinda Ealy suggested gluten-free cookies and a couple of fruit trays to be added to our serving table.

Staff Liaison Sylvia Irwin asked for confirmation on if the same punch will be served again this year. Council Member Belinda Ealy asked that lime slices be provided by the water to be served.

Chairman Carlos Vera then announced that he and Committee Secretary Darcy Vera would not be available to attend the Grandparents' Day concert that day and asked Committee Member Bobbie Schaeff to take the lead that day. Committee Member Bobbie Schaeff, agreed to assist and confirmed, that Committee Member Larry Schaeff would be our Master of Ceremony.

Council Member Belinda Ealy requested more advertising for the event and Staff Liaison Sylvia Irwin advised that the Grandparents' Day flyer for this event goes out to nearby senior residences and, regularly visited, citizen locations. Committee Members will also receive an emailed flyer for distribution.

IV. OTHER BUSINESS

Committee Member Jackie Walton inquired as to what event will follow Grandparents' Day and the response was Ciclovía. Assistant City Manager Crystal Caldera commented Communication Director Kristie Flores will attend the next Community Events Meeting to give an update on Ciclovía.

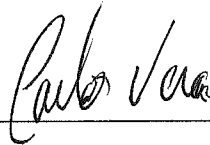
Council Member Belinda Ealy requested Staff Liaison Sylvia Irwin give her a full report on the status of Ciclovía by Monday, August 22, 2016.

Chairman Carlos Vera announced that the next Community Events Meeting will meet on Wednesday, September 21st, 2016.

V. ADJOURN

A motion to adjourn was made by Chairman Carlos Vera and seconded by Committee Member Jackie Walton. The meeting was adjourned at 7:22 p.m.

Chair



Staff

